



SERVICE CATALOG INFORMATION

Company Information:

Enviro-Management & Research, Inc. (EMR)

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Contract Information:

Contract No.: GS-10F-0010L

Schedule Number and Description: 03FAC, Facilities Maintenance and Management

SIN Numbers and Descriptions:

- 003 97: Ancillary Repair and Alterations
- 871 202: Energy Management Planning and Strategies
- 871 203: Training on Energy Management
- 871 204: Metering Services
- 871 205: Energy Program Support Services
- 871 206: Building Commissioning Services
- 871 207: Energy Audit Services
- 871 208: Resource Efficiency Management (REM)
- 871 209: Innovations in Energy
- 871 299: Introduction of New Services – Reliability Centered Maintenance

Labor Categories and Current Rates:

<u>Labor Category</u>	<u>Hourly Burdened Rate</u>
Principal	\$318.21
Senior Energy Manager	\$194.43
Senior RCM Consultant	\$194.43
Project Manager	\$159.10
Senior Engineer	\$142.26
Engineer	\$127.30
Utility Analyst	\$120.19
Technical Writer/Editor	\$110.31
Junior Engineer	\$85.56
Communications Specialist	\$91.93
Administrative Assistant	\$55.15

EMR is in Option Year 9 of Contract No. GS-10F-0010L. The rates listed here are valid through the end of this option year, September 30, 2014.

Company Background:

Enviro-Management & Research, Inc. (EMR) is a minority-owned small business founded in 1970 and headquartered in Springfield, Virginia. EMR has successfully been guiding Federal clients to better processes to more successfully manage their program and facilities for more than 44 years. EMR's expertise includes program management, energy engineering and financing for energy efficient upgrades, utilities support and procurement, quality assurance/quality control support, commissioning services, operations and state-of-the-art facilities maintenance management practices such as reliability centered maintenance and predictive testing and inspection, and performance-based contract development and management. EMR also specializes in energy efficient design and specification, energy audits and surveys, condition assessment and feasibility studies, performance monitoring and verification technologies, demand-side management approaches, and utility privatization guidance. EMR has performed this work for a variety of government and private-industry clients, and has applied this expertise to facilities ranging from hospitals and laboratories to industrial and process facilities.

EMR's project experience is complemented by its uniquely qualified staff. EMR employs nationally recognized experts in energy savings performance contracting, utility support and privatization, program management, reliability centered maintenance, and quality assurance. In addition, its exemplary technical staff is supported by an in-house technical writing and publishing department that produces manuals, handbooks, and reports that are professional-looking and easy-to-understand.

EMR's clients include Federal, state, and local government agencies, research institutions and medical centers, universities, trade associations, professional societies and institutes, public and investor-owned utilities, building owners and managers, and industrial firms. These organizations enlisted EMR because of its reputation for quality services, its understanding of technical issues, and its ability to communicate concisely, accurately, and effectively. They have returned because of EMR's history of consistently high-quality performance.

EMR has a strong reputation for completing contract work on or ahead of schedule and on being responsive to client needs. Our success at meeting established schedules is the result of careful project planning, development of a detailed work plan for all programs and assignments and development of schedules for each individual task. We then carefully monitor progress and maintain tight schedule control. EMR's project management methodologies enable managers and engineers to make decisions at the lowest practicable level.

EMR has successfully accomplished multiple, large projects simultaneously with such clients as the Environmental Protection Agency, Department of Energy, NASA, Federal Bureau of Prisons, General Services Administration, and Department of State.

EMR has actively marketed energy management services under Contract No. GS-10F-0010L since September 2000, securing multi-year, multi-task order contracts for varied energy and facilities management services from clients including GSA, Department of Energy, and Department of Veterans Affairs. If necessary, EMR will select subcontractors (including suppliers) on a competitive basis to the maximum practicable extent consistent with the objectives and requirements of each task order request.

Description of Services Offered:

SIN 003 97: Ancillary Repair and Alterations

EMR offers repair and alterations ancillary to existing SINs under this Schedule. Ancillary repair and alterations projects are those (1) solely associated with the repair, alternation, delivery or installation of products or services also purchased under this Schedule, and which are (2) routine and non-complex in nature, such as routine painting or carpeting, simple hanging of drywall, basic electrical or plumbing work, landscaping, and similar noncomplex services.

SIN 871-202: Energy Management Planning and Strategies

EMR offers comprehensive energy management planning and strategies, including all of the following phases of an energy project:

1. Consulting/Auditing/Energy Management Solutions, including strategic planning, energy assessments e.g. feasibility, vulnerability and other detailed assessments, developing and executing of energy audits, audit plans and energy management solutions.
2. Concept Development and Requirements Analysis, including analysis of audit results and outlined requirements to design a detailed energy management project concept.
3. Implementation and Change Management, including implementation and integration of more energy efficient practices and systems and training in using them effectively.
4. Measurement and Verification, including performance assessment and measurement of the effectiveness and energy efficiency of the project and can include long term monitoring, verification of savings and benchmarking.

SIN 871-203: Training on Energy Management

EMR offers energy management and building efficiency training that includes, but is not limited to, reducing energy consumption, mitigating risk with energy systems, operating systems efficiently, making energy efficient system choices, and energy efficient buildings certification programs such

as LEED. For years, EMR has provided expert building efficiency and operations and maintenance programs, training, and manuals to help improve the availability of equipment and systems, control O&M costs, and ensure that energy and cost savings that result from energy efficiency upgrades persist throughout the life of the building. EMR's particular area of O&M expertise is in reliability centered maintenance (RCM), an O&M approach that combines elements of reactive, preventive, predictive, and proactive maintenance that leads to an O&M management program that is life-cycle cost effective and helps ensure safety and quality. EMR has developed and implemented RCM programs (including all training and manuals) for NASA, Department of State, Military District of Washington, and Montgomery County, Maryland.

SIN 871-204: Metering Services

EMR offers metering services including, but not limited to, the installation of metering equipment and software used for the collection of data and measurement of energy consumption through electric, gas, water or steam utilities, the utilization of data to ensure energy conservation goals are being met, and allows for the measurement and tracking of the cost effectiveness of energy technology investments. This includes basic metering services, advanced metering services, maintenance, installation, removal and disposal of new or existing equipment. EMR has experience with the design, specification, procurement, and installation of metering equipment and software used for the collection of data and measurement of energy consumption through electric, gas, water or steam utilities, the utilization of data to ensure energy conservation goals are being met, and allowing for the measurement and tracking of the cost effectiveness of energy technology investments. In addition, EMR currently works on contracts that require both facility and personnel security clearances.

SIN 871-205: Energy Program Support Services

EMR offers energy program support services including, but not limited to, billing and management oversight and assistance in preparing energy services related agency statements of work. This includes energy efficient buildings certification programs such as LEED and Energy Star Buildings programs.

SIN 871-206: Building Commissioning Services

EMR has extensive experience providing commissioning in all phases of construction of new facilities, renovation of existing facilities, and as a performance evaluation tool for existing buildings. This experience includes:

- Development of systems performance criteria and bench marking
- Commissioning plans and commissioning activity schedule development
- Conducting commissioning scoping meetings
- Review of design criteria, construction documents, shop drawings, and other submittals
- Commissioning specifications and verification and functional test procedures development
- Development of condition assessment and system/equipment acceptance procedures
- System troubleshooting and problem solving
- Equipment, system, and inter-system functional performance tests
- Training for facility O&M staff, and equipment start-up procedures
- Project documentation, including project records and system manuals
- Post-occupancy monitoring, metering, and performance testing

- Retro-commissioning and continuous commissioning
- LEED and other energy efficient building certification programs

SIN 871-207: Energy Audit Services

EMR offers energy audit services including, but not limited to, developing, executing, and reporting on audit plans and/or perform energy and water audit services. Energy audits may range from cursory to comprehensive. Including, but not limited to data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution can include recommendations for using alternative Energy Sources. This includes energy efficient buildings certification programs such as LEED and Energy Star Buildings programs.

EMR has developed, executed, and reported on audit plans and/or perform energy and water audit services. Services provided have included data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution can include recommendations for using alternative energy sources and obtaining energy efficient buildings certifications such as LEED. EMR has performed energy audits and surveys for clients including Department of State, Department of Energy, Federal Bureau of Prisons, General Services Administration, Environmental Protection Agency, and dozens of private sector clients since it started business in 1970.

SIN 871-208: Resource Efficiency Management (REM)

EMR offers REM services including, but not limited to, providing information on possible steps that will improve energy efficiency. This information shall include estimates of cost savings and environmental benefits. This includes onsite analysis of current operations, equipment, and energy purchasing patterns. This also includes the services of a resource efficiency advocate for individual or aggregated building(s) in order to maximize resource efficiency. This includes energy efficient buildings certification programs such as LEED and Energy Star Buildings programs.

EMR has provided management-level support to Federal agencies as they develop strategies and programs to address the nation's evolving electric utility markets. Electric utility deregulation in the United States has presented both opportunities and challenges to optimize electricity power procurement strategies, and customers and suppliers alike will transition into a new way of doing business. The government must understand all electric power market drivers to take advantages of new types of services and ancillary services that will be offered to obtain an electricity agreement that provide low cost for high quality of service.

SIN 871-209: Innovations in Energy

EMR offers innovative approaches to renewable and/or sustainable energy, sustainability services, and energy management technology and services. These include, but are not limited to, new developments or improvements in providing renewable energy and managing energy through biomass conversion, solar energy, fuel cells, geothermal energy, hydropower (tidal power, wave power, tidal stream power, waterwheels, and hydro electricity), wind power or other sources. These approaches are capable of providing renewable and/or sustainable energy and sustainability services that are more carbon-neutral, thereby lessening dependence on traditional non-renewable, fossil fuel

sources of energy such as coal, oil, natural gas and propane. This includes sustainability and carbon management solutions such as analysis, foot printing, measuring, mitigation, verification and management, training on new energy technologies and systems, life-cycle costing, and maintenance and operational support of renewable energy systems.

SIN 871-299: Introduction of New Service – Reliability Centered Maintenance

EMR offers a wide array of Reliability Centered Maintenance services, including but not limited to:

- Reliability Centered Maintenance Benchmark Studies
- Operational Assessments, Site Surveys and Troubleshooting Services
- RCM Program Development and Training
- Development of O&M Program Communications Plan and Program Materials

Advanced operations and maintenance (O&M) strategies are essential to ensure the persistence of energy and cost savings resulting from the implementation of energy and water conservation measures. When the equipment and systems the Government relies on do not operate at maximum efficiency – or even worse, fail – the downtime can cost thousands and even millions of dollars. Production capacity and quality diminishes, equipment and system life cycles decrease, and the environment, health, and safety of employees can be compromised. For years, EMR has provided expert O&M programs, training, and manuals to help improve the availability of equipment and systems, control O&M costs, and ensure that energy and cost savings that result from energy efficiency upgrades persist throughout the life of the building. EMR's particular area of O&M expertise is in reliability centered maintenance (RCM), an O&M approach that combines elements of reactive, preventive, predictive, and proactive maintenance. EMR has developed and implemented RCM programs (including all training and manuals) for NASA, Department of State, Military District of Washington, and others.